

Foothill Transit Executive Board

MINUTES

The regular meeting of the Foothill Transit Executive Board was held Friday, September 22, 2006 at the Foothill Transit Board Room, 1st Floor, 100 North Barranca Avenue, West Covina.

President Briesemeister called the meeting to order at 8:03 a.m. The following members were present, constituting a quorum of the Executive Board:

Wil Briesemeister, President
Paula Lantz, Vice President
John Fasana
Peggy Delach
Lola Storing

Staff and Guests present:

Doran Barnes, Executive Director
Darold Pieper, General Counsel
Kevin McDonald, Deputy Executive Director
Sandra Barbee, Board of Supervisors

Pledge of Allegiance

Member Storing led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES FOR THE REGULAR MEETING OF AUGUST 25, 2006

The regular meeting minutes of August 25, 2006 were approved as submitted.

Motion: Member Lantz, seconded by Member Storing
Vote: Unanimously carried

PUBLIC COMMENT

Mary Griffith reiterated the need for Foothill Transit to continue commending and praising their Coach Operators in the field and recognize their importance to the overall effectiveness of the organization.

PRESENTATIONS:

Contractors' Employee of the Month Awards

Phil DeLisle introduced and recognized the following awardees:

Van Vong, Pomona First Transit Operator of the Month
Monica Pierson, Pomona First Transit Employee of the Month

John Farrell introduced and recognized the following awardees:

Dara Yith, Irwindale/Arcadia First Transit Operator of the Month
Manuela Castellon, Irwindale/Arcadia First Transit Employee of the Month

Introductions of New Staff

Doran Barnes, Executive Director, introduced the following new staff members:

New Hires:

Celeste Cornejo, Part-time Customer Service Representative (CSR), El Monte and Puente Hills Transit Stores; and Paul Burgos, Part-time CSR, West Covina Transit Store.

Mr. Barnes also introduced the following members of the Foothill Transit Safety and Security Team: Sergeant Michael Matos and Officers Tom Sherwood, Hector Ortega, Miguel Rodriguez, and Matthew Espinosa.

2006 Roadeo Champions

George Karbowski, Director of Operations and Maintenance, introduced the following winners: Robert Wisdom, Tracy Nicometo, Alejandro Calderon, Rebecca Darby, David Pariente and Van Vong.

CONSENT CALENDAR:

The Executive Board adopted the Consent Calendar Agenda Items #7 – #9.
(Agenda Item #10 was pulled for further discussion).

Motion: Member Lantz, seconded by Member Delach
Vote: Unanimously carried

TEG/LVI CONTRACT ENVIRONMENTAL SERVICES – CONTRACT NO. 06-025
CONTRACT AMENDMENT NO. 3

Bob Arthur, Director of Special Projects, reported the need for additional demolition and abatement services in the amount of \$64,501 was required due to the removal of two sections of wall on the 4th floor, addition of openings to air duct shafts on the 5th floor, and removal of non-wet walls, lids and floor tiles from all restrooms. Member Lantz asked for clarification regarding the increase to the original contract amount, the need for additional change orders and how staff can better evaluate the scope of work beforehand. Ed Gill, Special Counsel, advised it was difficult to foresee project challenges beforehand until construction started and problems were realized.

The Executive Board adopted the Consent Calendar Agenda Item # 10.

Motion: Member Lantz, seconded by Member Fasana
Vote: Unanimously carried

REGULAR AGENDA:

FISCAL YEAR 2006 FINANCIAL AND COMPLIANCE AUDIT RESULTS

Richard Hasenohrl, Director of Finance, reported the accounting firm of Lance, Soll and Lunghard LLP completed their financial audit of Foothill Transit's balance sheet as of June 30, 2006 and the related statements of revenues, expenses, and cash flow (copy on file). Mr. Hasenohrl advised no reportable findings were revealed and for the fourth consecutive year Foothill Transit has received a clean audit.

On behalf of Lance, Soll and Lunghard LLP, Rick Kikuchi reported Foothill Transit staff was very helpful in the audit process and noted a team effort was required in this endeavor.

The Executive Board received and filed the Fiscal Year 2006 financial and compliance audit results.

Motion: Member Lantz, seconded by Member Delach
Vote: Unanimously carried

GO RIO PASS PILOT PROGRAM

Rahul Kumar, Director of Planning, reported the pilot program will consist of Rio Hondo college administration and the associated student body, as well as Metro, Norwalk Transit, and Foothill Transit. The cost of the pilot program will be \$200,000 which includes bus passes for all full-time students, marketing materials, and administrative costs.

Rio Hondo College will reimburse Foothill Transit based on an agreed upon rate of \$9,558 per semester, which equates to the revenue generated by approximately 32 full-time students.

Member Fasana supports offering this service to other college campuses and is pleased Foothill Transit is involved in this endeavor. Mr. Barnes noted the transit partnership developed is a business model that benefits all involved.

The Executive Board received and filed the GO Rio Pass Pilot Program report.

Motion: Member Delach, seconded by Member Storing
Vote: Unanimously carried

CONTRACT AWARD – TELEPHONE SYSTEM REPLACEMENT

LaShawn King Gillespie, Procurement Manager, reported four bid packages were received on August 18, 2006, and after review, TeleNet VOIP was determined to be the most responsive to the requirements outlined in the RFP. In response to Member's Fasana and Lantz, Ms. Gillespie reported Voice Over Internet Protocol will satisfy the telecommunication needs for Foothill Transit and advised that reference checks regarding the company's effectiveness have been conducted.

The Executive Board approved the recommendation to authorize the Executive Director to award a contract in the amount of \$365,000 to TeleNet VOIP and negotiate final contract terms and conditions to provide telecommunications support services to supply and install a replacement telephone system.

Motion: Member Fasana, seconded by Member Delach
Vote: Unanimously carried

AGREEMENT FOR LEGAL CONSULTING SERVICES (CONTRACT NO. 07-017)

Ms. Gillespie reported Thompson Coburn LLP's familiarity and historical knowledge of Foothill Transit constitutes offering a sole source contract. Withstanding the exception of normal annual increases in fee billing rates, the contract with Thompson Coburn LLP will cover the same terms and conditions as the prior contract. Further, funds for legal counsel services are programmed annually in Foothill Transit's budget.

Member Fasana acknowledged the need for specialized legal services regarding public transit agencies and is in support of Thompson Coburn LLP as counsel to Foothill Transit. Mr. Briesemeister also commended Thompson Coburn LLP for their diligent efforts in serving Foothill Transit needs and particularly Ed Gill for his work on behalf of the firm.

The Executive Board approved the recommendation to authorize the Executive Director to execute an agreement for Legal Consulting Services with Thompson Coburn LLP.

Motion: Member Fasana, seconded by Member Lantz
Vote: Unanimously carried

BOARD MEMBER AND EXECUTIVE DIRECTOR COMMENTS

Member Lantz requested Foothill Transit formerly recognize Assemblyman Bob Huff for the successful passing of his bill AB 343 which allows Foothill Transit to contract with designated persons to act as safety officers on the new Silver Streak bus line. Member Delach expressed the need to expand the carpool lane on the 10 freeway to alleviate traffic congestion and suggested legislative efforts prohibiting trucks from operating during peak traffic hours would be helpful. Ms. Delach also identified the need to crackdown on carpool violators. Member Fasana suggested contacting the CHP regarding the 10 freeway concerns and spoke of the potential passing of the infrastructure bonds as a way to rectify most traffic related issues on the 10, 5, 605, and 405 freeways. Member Lantz noted significant legislation will be needed regarding the issue with trucks operating during peak traffic hours due to the ports, businesses, and unions that rely on truck deliveries.

Mr. Barnes announced the October 27, 2006 Executive Board meeting will begin at 10:00 a.m. With respect to the Park and Ride projects, Mr. Barnes advised the (Puente Hills Area Project and West Covina Project) are a work in progress and a report on their status will be presented in the near future. Additionally, the administrative office project is also progressing smoothly and is on schedule and on budget. Lastly, Mr. Barnes advised the first wave of the new Silver Streak buses have arrived and encouraged all to view firsthand at the conclusion of the meeting.

ADJOURNMENT

There being no further business, the Executive Board adjourned at 9:07 a.m.